

COMMISSIONERS' ORDINANCE NO. 0-18-21

AN ORDINANCE AMENDING THE CITY'S 2021/2022 BUDGET, RE-APPROPRIATING AND RE-APPORTIONING THE ANTICIPATED GENERAL FUND REVENUE AND THE ANTICIPATED REVENUE OF ALL OTHER FUNDS OF THE CITY OF COVINGTON, KENTUCKY, FOR THE FISCAL YEAR BEGINNING ON JULY 1, 2021, AND ENDING JUNE 30, 2022, AMONG THE VARIOUS DEPARTMENTS AND FOR THE GENERAL AND SPECIAL PURPOSES AS INDICATED IN THE "RECOMMENDED ALL FUNDS OPERATING BUDGET 2021/2022" TO MEET THE EXPENSES OF THE CITY OF COVINGTON, KENTUCKY, FOR THE SAID FISCAL YEAR.

* * * *

NOW THEREFORE,
BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY
OF COVINGTON, KENTON COUNTY, KENTUCKY:

Section 1

That the revenue from the General Fund as detailed in the "City of Covington, Kentucky, Recommended All Funds Budget 2021-2022" is hereby appropriated in the detail set forth therein and there is hereby apportioned from said estimated revenues, the expenses detailed therein. Said Budget and Order are on file in the office of the City Clerk and incorporated herein by reference as if fully rewritten herein. Appropriation of said funds is summarized as follows:

REVENUE CATEGORIES	<u>Current Budget</u>	<u>Amount of Amendment</u>	<u>Amended Budget</u>
Property Taxes	\$8,015,027	\$290,644	\$8,305,671
Franchise Fees	2,340,000	234,000	2,574,000
Net Profit Tax	3,677,630	367,763	4,045,393
Payroll Taxes	26,563,662	2,656,366	29,220,028
Insurance License Fee	7,510,451	751,045	8,261,496
Net Court Revenue	32,885	3,289	36,174
Licenses, Permits, Penalty & Interest	2,059,652	-104,785	1,954,867
Waste Fees	0	0	0
Rental Income	307,840	-279,658	28,182
Transfer from other Funds	5,400,094	439,837	5,839,931
Income from other Government units	3,424,137	-1,404,137	2,020,000
All Other Revenues	627,291	123,058	750,349
 TOTAL GENERAL FUND REVENUES	 59,958,669	 3,077,422	 \$63,036,091
GENERAL FUND RESERVES UTILIZED	1,649,192	-904,465	\$744,727
TOTAL GENERAL FUND AND GENERAL FUND RESERVES UTILIZED	61,607,861	2,172,957	\$63,780,818

Section 2

For the purpose of meeting the estimated General Fund expenditures as detailed in the "City of Covington, Kentucky, Recommended All Funds Budget 2021/2022" of various departments for said year, there is hereby apportioned from said estimated revenues, the following amounts for the following purposes:

EXPENDITURE CATEGORIES

	<u>Current Budget</u>	<u>Amount of Amendment</u>	<u>Revised Budget</u>
City Manager - Personnel	\$1,080,932	\$76,219	\$1,157,151
City Manager - Non-Personnel	651,045	-68,630	582,415
Total	1,731,977	7,589	1,739,566
City Commissioners & Mayor - Personnel	223,812	22,920	246,732
City Commissioners & Mayor - Non-Personnel	29,050	3,500	32,550
Total	252,862	26,420	279,282
Human Resources- Personnel	473,632	35,209	508,841
Human Resources- Non-Personnel	88,980	17,169	106,149
Total	562,612	52,378	614,990
Information & Technology – Personnel	178,094	8,072	186,166
Information & Technology – Non-Personnel	305,322	177,103	482,425
Total	483,416	185,175	668,591
Legal - Personnel	505,528	130,367	635,895
Legal – Non-Personnel	107,389	-69,610	37,779
Total	612,917	60,757	673,674
City Clerk - Personnel	170,769	-67,548	103,221
City Clerk – Non-Personnel	81,345	-3,000-	78,345
Total	252,114	-70,548	181,566
Neighborhood Services – Personnel	347,798	-28,269	319,529
Neighborhood Services – Non-Personnel	239,792	-9,200	230,592
Total	587,590	-37,469	550,121
Code Enforcement – Personnel	419,025	26,884	445,909
Code Enforcement – Non-Personnel	77,863	14,187	92,050
Total	496,888	41,071	537,959
Recreation – Personnel	327,214	3,892	331,106

Recreation – Non-Personnel		290,070	-22,595	267,475
	Total	617,284	-18,703	598,581
Economic Development – Personnel		698,075	144,202	842,277
Economic Development – Non-Personnel		506,800	-45,890	460,910
	Total	1,204,875	98,312	1,303,187
Public Works – Personnel		5,466,501	373,765	5,840,266
Public Works – Non-Personnel		3,494,363	239,137	3,733,500
	Total	8,960,864	612,902	9,573,766
Finance Department – Personnel		1,333,761	176,492	1,510,253
Finance Department – Non-Personnel		605,285	-30,175	575,110
	Total	1,939,046	146,317	2,085,363
Police Department – Personnel		15,466,914	1,319,648	16,786,562
Police Department – Non-Personnel		1,190,647	-1,134	1,189,513
	Total	16,657,561	1,318,514	17,976,075
Fire Department - Personnel		15,668,876	867,884	16,536,760
Fire Department – Non-Personnel		895,398	103,996	999,394
	Total	16,564,274	971,880	17,536,154
Debt Service	Total	4,325,202	553,478	4,878,680
Legacy Pension Contributions	Total	584,000	0	584,000
Interfund Transfers	Total	5,774,379	-1,775,116	3,999,263
TOTAL GENERAL FUND EXPENDITURES		\$61,607,861	\$2,172,957	\$63,780,818

Section 3

That the revenue from All Other Funds as detailed in the “City of Covington, Kentucky, Recommended All Funds Budget **2021/2022**” is hereby appropriated in the detail set forth therein and there is hereby apportioned from the said estimated revenues, the expenses detailed therein. Appropriation of other funds is summarized as follows:

REVENUE CATEGORIES

	<u><i>Current Budget</i></u>	<u><i>Amount of Amendment</i></u>	<u><i>Amended Budget</i></u>
Ambulance Fund	\$1,500,000	\$680,000	\$2,180,000
American Rescue Plan Act – ARPA Fund	17,957,065	15,409,265	33,366,330
Bond Fund	2,385,973	-1,032,326	1,353,647
CDBG Fund	3,869,714	444,781	4,314,495
City Hall Operations Fund	650,000	180,000	830,000
Devou Park Trust Fund	549,725	83,380	633,105
Devou Park Master Plan Fund	700,669	0	700,669
Economic Development Fund	1,051,000	27,500	1,078,500
Federal & State Grants Fund	12,131,663	-2,154,361	9,977,302
Fleet, Equipment, Technology, Facilities Fund	2,531,545	-790,894	1,740,651
Forfeiture Fund	425,000	75,000	500,000
HOME Fund	1,479,598	6,771	1,486,369
Housing Voucher Fund	6,675,656	182,089	6,857,745
Infrastructure Fund	2,837,297	-572,291	2,265,006
Lead Hazard Reduction Grant	1,319,519	-622,103	697,416
Leased Properties Fund	887,832	0	887,832
City Employee Pension Fund	412,000	2,758	414,758
Police & Fire Pension Fund	1,240,000	-59,187	1,180,813
Police & Fire Supplemental Pay Fund	1,317,635	44,840	1,362,475
Covington Motor Vehicle Parking Authority	1,479,312	352,188	1,831,500
Storm Water Management Fund	750,000	986,812	1,736,812
Self-Insured Employee Health Plan Fund	6,185,000	-285,000	5,900,000
Self-Insured Liability Fund	949,300	0	949,300
TIF Fund	5,056,627	783,373	5,840,000
Waste Fund	2,879,000	-121,299	2,757,701
Public Works Facility Construction Fund	8,000,000	-2,782,445	5,217,555
IRS Site Construction Fund	30,000,000	-23,550,000	6,450,000
TOTAL ALL OTHER FUNDS REVENUE	\$115,221,130	-\$12,711,149	\$102,509,981

Section 4

EXPENDITURE CATEGORIES

	<u>Current Budget</u>	<u>Amount of Amendment</u>	<u>Amended Budget</u>
Ambulance Fund	\$1,500,000	\$680,000	\$2,180,000
American Rescue Plan Act – ARPA Fund	17,957,065	15,409,265	33,366,330
Bond Fund	2,385,973	-1,032,326	1,353,647
CDBG Fund	3,869,714	444,781	4,314,495
City Hall Operations Fund	650,000	180,000	830,000
Devou Park Trust Fund	549,725	83,380	633,105
Devou Park Master Plan Fund	700,669	0	700,669
Economic Development Fund	1,051,000	27,500	1,078,500
Federal & State Grants Fund	12,131,663	-2,154,361	9,977,302
Fleet, Equipment, Technology, Facilities Fund	2,531,545	-790,894	1,740,651
Forfeiture Fund	425,000	75,000	500,000
HOME Fund	1,479,598	6,771	1,486,369
Housing Voucher Fund	6,675,656	182,089	6,857,745
Infrastructure Fund	2,837,297	-572,291	2,265,006
Lead Hazard Reduction Grant	1,319,519	-622,103	697,416
Leased Properties Fund	887,832	0	887,832
City Employee Pension Fund	412,000	2,578	414,758
Police & Fire Pension Fund	1,240,000	-59,187	1,180,813
Police & Fire Supplemental Pay Fund	1,317,635	44,840	1,362,475
Covington Motor Vehicle Parking Authority	1,479,312	352,188	1,831,500
Stormwater Management Fund	750,000	986,812	1,736,812
Self-Insured Employee Health Plan Fund	6,185,000	-285,000	5,900,000
Self-Insured Liability Fund	949,300	0	949,300
TIF Fund	5,056,627	783,373	5,840,000
Waste Fund	2,879,000	-121,299	2,757,701
Public Works Facility Construction Fund	8,000,000	-2,782,445	5,217,555
IRS Site Construction Fund	30,000,000	-23,550,000	6,450,000
TOTAL ALL OTHER FUNDS EXPENDITURES	\$115,221,130	-\$12,711,149	\$102,509,981
 TOTAL ALL FUNDS REVENUE	 \$176,828,991	 -10,538,192	 \$166,290,799
TOTAL ALL FUNDS EXPENDITURES	\$176,828,991	-10,538,192	\$166,290,799

Section 5

Commissioners' Ordinance O-07-18 created the Covington Motor Vehicle Parking Authority. Pursuant to Section 34.24, the Board of Commissioners must approve the Motor Vehicle Parking Authority budget. Section 34.24 also requires Board of Commissioner approval for the hiring of certain positions, including legal counsel. The Motor Vehicle Parking Authority voted to approve a proposed budget and the retaining of Patrick Hughes and Dressman Benzinger Lavelle, PSC as legal counsel. The proposed budget is as follows:

COVINGTON MOTOR VEHICLE PARKING AUTHORITY FISCAL YEAR 2022 PROPOSED BUDGET

[REVENUE

Monthly Parking	\$ 437,892
Transient Parking	\$ 142,090
Validations	\$ 133,847
Miscellaneous (Meters, Violations)	\$ 765,483
TOTAL REVENUE	\$ 1,479,312

EXPENSES

ABM (Management Contract)	\$ 502,719
Debt Service	\$ 497,682
RiverCenter Garage	\$ 207,784
Midtown Garage	\$ 71,860
City Center Garage	\$ 1,850
Capital Maintenance & Repairs	\$ 91,000
Administration (Legal, Insurance, Stipends, Etc.)	\$ 106,417
TOTAL EXPENSES	\$ 1,479,312]

REVENUE

<u>Monthly Parking</u>	<u>\$ 586,000</u>
<u>Transient Parking</u>	<u>\$ 190,000</u>
<u>Validations</u>	<u>\$ 179,000</u>
<u>Miscellaneous (Meters, Violations)</u>	<u>\$ 876,500</u>
<u>TOTAL REVENUE</u>	<u>\$ 1,831,500</u>

EXPENSES

<u>ABM (Management Contract)</u>	<u>\$ 510,000</u>
<u>Debt Service</u>	<u>\$ 393,000</u>
<u>Capital Reserve</u>	<u>\$ 300,000</u>
<u>Professional & Technical Fees</u>	<u>\$ 400,000</u>
<u>Administration (Legal, Insurance, Stipends, Etc.)</u>	<u>\$ 228,500</u>
<u>TOTAL EXPENSES</u>	<u>\$ 1,831,500</u>

Section 6

The City of Covington's operating budget is organized for financial accounting into departments and cost centers as described in Attachment A.

Section 7

The City of Covington's capital budget resources and expenditure categories are described in Attachment B.

Section 8

Pursuant to KRS 424.240, the Clerk of the City of Covington, Kentucky, is authorized to publish this ordinance in a summary form.

Section 9

The Administration may not encumber or spend any of the ARPA Fund or the IRS Site Construction Fund without the prior consent of the Board of Commissioners.

Section 10

The personnel budget figures included Section 1 authorize a pay increase of up to 2.5% for non-union full-time employees employed as of January 1, 2021.

Section 11

As a matter of law, the 2020/2021 budget ordinance was re-adopted, effective July 1, 2021. This ordinance amends the 2021/2022 budget ordinance which was readopted as a matter of law pursuant to KRS 91A.030(3).

Section 12

That this ordinance shall take effect and be in full force when passed, published and recorded according to law.


MAYOR

ATTEST:

CITY CLERK: 

Passed: December 14, 2021 (Second Reading)

November 30, 2021 (First Reading)

Attachment A

The City of Covington's operating budget is organized for financial accounting into departments and cost centers described as follows:

101 City Manager's Office – Established to account for expenditures of the Office of the City Manager and, benefits, and operational costs. The City Manager's Office is part of the Administration Department. The General Fund budget of this Department is \$1,739,566.

104 Mayor and Commissioners – Established to account for expenditures of the Mayor and Commissioners including salaries, benefits, and operational costs for the legislative body of the City. The General Fund budget of \$279,282 includes a part-time Executive Assistant.

105 Human Resources – Established to account for the expenditures of the Human Resources Director and staff including salaries, benefits, and operational costs. Human Resources is responsible for recruitment, testing, compensation administration, benefits administration, and training. The General Fund budget of this Department is \$614,990. Human Resources is part of the Administration Department.

201 Legal Department – Established to account for the expenditures of the City Solicitor, Assistant City Solicitors, and Paralegal salaries, benefits, and operational costs. The Solicitor is responsible for legal representation to the Board of Commissioners and other boards and commissions of the City, Alcohol Beverage Control administration, claims against the City, foreclosures, contract development and review, legislation drafting, and litigation. The General Fund budget of this Department is \$673,674.

203 City Clerk – Established to account for the expenditures of the Office of City Clerk's salary, benefits, and operational costs. The City Clerk provides administrative support to the Board of Commissioners including the development of agendas and the processing of legislation. The General Fund budget is \$181,566.

305 Economic Development Department – Established to account for the expenditures of the Economic Development Director, Assistant Economic Development Director, Economic Development Specialist, Historic Preservation Officer, Business Development Assistant and Zoning Administrator salaries, benefits, and operational costs. The General Fund Budget is \$1,303,187.

401 Neighborhood Services – Established to account for the expenditures of the Neighborhood Services Director salary, benefits, and operational costs. The General Fund budget is \$550,121.

402 Code Enforcement – Established to account for the expenditures of the Code Enforcement Manager, Community Services Coordinator and Code Enforcement Officers'

salaries, benefits, and operational costs. The General Fund budget is \$537,959. Code Enforcement is part of the Neighborhood Services Department.

403 Solid Waste Management – Established to account for the salaries, benefits, and operational costs of Solid Waste Management and staff. Solid Waste is part of the Neighborhood Services Department and accounted for in the Waste Fund Budget.

502 – 510 Department of Public Works – Established to account for the expenditures of the following divisions:

Administration Division – Established to account for the expenditures of the Director, Business Manager and Administrative support salaries, benefits, and operational costs.

Right of Way – Established to account for the expenditures of the Division Supervisor and the Cement Masons, Technicians, Drivers and Seasonal Staff salaries, benefits, and associated operational costs.

Parks and Facility Management – Established to account for the Recreational and Facilities Maintenance Division Supervisor, Laborers, Technicians and Seasonal Worker salaries, benefits, and operational costs.

Fleet Management – Established to account for the expenditures of the Fleet Management Manager, Chief Mechanic and Mechanics salaries, benefits, and operational costs.

Urban Forestry Division– Established to account for the expenditures of the Urban Forestry Division Supervisor, Municipal Grounds Supervisor and Specialist salaries, benefits, and operational costs.

General Maintenance – Established to account for the Division Supervisor, Equipment Operators, Drivers, Seasonal Laborer salaries, benefits and, operational costs.

Devou Park Maintenance – Established to account for the Equipment Operators, Laborer and Seasonal Worker’ salaries, benefits, and operational costs.

Storm Water Division – Established to account for the maintenance and operations of the City’s Storm Water operations. Storm Water is accounted for in the Storm Water Fund.

The General Fund budget for the department is \$9,573,766. The City receives Municipal Road Aid in the estimated amount of \$900,000 of which \$450,000 is for road maintenance operating costs and \$450,000 is for capital road improvements.

702-705 Finance Department – Established to account for the Finance Director, Assistant Finance Director, Senior Accounting Manager, Staff Accountants, Finance Analyst, Accounts Payable Manager, Revenue Manager, Tax Auditors, Procurement Manager, Administrative support and staff salaries, benefits, and operational costs. The General Fund budget is \$2,085,363.

706 Information & Technology – Established to account for the Information & Technology Manager, Administrative Support and staff salaries, benefits, and operational costs. The General Fund budget is \$628,591.

806-811 Police Department – Established to account for the Police Chief and all Officers' salaries, benefits, and operational costs except costs for maintenance of plant and property (vehicles) which are accounted for in the Department of Public Works Fleet Division and the Capital Improvement budgets. The department budget includes part-time School Crossing Guards salaries and benefits and part-time Devou Park Rangers salaries and benefits. The total General Fund budget is \$17,976,075.

903 Recreation – Established to account for the salaries, benefits, and operational costs, for the Parks and Recreation Manager and staff including recreation services, such as swimming pools, softball, and other recreational programs. Recreation is part of the Neighborhood Services Department. The General Fund budget is \$598,581.

1001 Fire Department – Established to account for the Fire Chief and all Firefighters' salaries, benefits, and operational costs except for costs of maintenance of plant and property (vehicles) which are accounted for in the Department of Public Works Fleet Division and the Capital Improvement budgets. The General Fund budget is \$17,536,154.

1201 Debt Service – Established to account for the principal and interest payments on all City debt excluding the pension debt. The General Fund budget is \$4,878,680.

1203 Interfund Transfers – Established to account for transfers between the General Fund and all other City Funds. Contributions to City Legacy Pension plans are recorded under 1300 Series accounts.

CAPITAL BUDGET		FUNDING SOURCES													
FY 2021-2022	NOTES	Infrastructure	Insurance	Current Bond	Stormwater	IRS Site	DPW Facility Construction	Municipal Road	Devou	CDBG	Transp	One Time	FEMA	TIF	TOTAL
Unfunded		Fund	Premium Tax	Funds	Management	Fund	Funds	Aid*	Funds	HUD	Grants	Funds	Grant Funds **	Funds	
BUDGETED CAPITAL PROJECTS		Amount Available	837,606	1,740,651	1,353,647	500,000	8,500,000	5,217,555	450,000	594,769	1,926,981	7,574,794	550,000	1,237,500	33,581,692
ANNUAL RESURFACING-ROADWAY MAINTENANCE			-						450,000	716,981					1,166,981
POINT BENTON DETENTION BASIN		COURT ORDERS, \$137,500 match (Possibly SD1 will match)		300,000	-								412,500		712,500
FLEET REPLACEMENT PLAN & IT COMPUTERS/SERVERS			1,740,651		500,000										2,240,651
HIGHWAY AVENUE AND FENCE IMPROVEMENTS		\$880k - C (match \$220k), \$100k - D (match \$25k), \$250k - from Simpson								-	892,484	250,000			1,142,484
DUVENECK II STREETScape														372,000	372,000
GRANT FOR CO 2 RELOCATION												300,000			300,000
FIRE CO ROOF REPAIR			30,000												30,000
ACQUISITIONS SLUM / BLIGHT REMOVAL										150,000					150,000
DUVENECK II GARAGE														276,010	276,010
CARNEGIE ARTS CENTER RENOVATIONS										80,000					80,000
CATHEDRAL SQUARE PAVERS STAMPED CONCRETE #5										275,000					275,000
ALLEY AND PUBLIC PARKING LOTS										150,000					150,000
CITY WIDE STREET STRIPING			100,000												100,000
LEVEE/OAKLAND SLIDE REPAIRS (SEARCHING FOR GRANTS)			142,400										825,000		967,400
PARK IMPROVEMENTS															-
POOLS															-
RANDOLPH			100,000												100,000
IRS SITE						8,500,000								1,500,000	10,000,000
DPW FACILITY CONSTRUCTION							5,217,555								5,217,555
EVENT CENTER COMMITMENT									200,000						200,000
INCINERATOR									25,500						25,500
VOLPENHEIN PLAYGROUND									50,000						50,000
VOLPENHEIN RESTROOM									52,500						52,500
DEVOU PARK TRAILS									52,500						52,500
CLUBHOUSE COMMITMENT									25,000						25,000
BCM EXPANSION DESIGN									40,000						40,000
PRISONERS LAKE AMENITIES									100,000						100,000
OTHER PARK IMPROVEMENTS									49,269	90,000					139,269
GOEBEL PARK IMPROVEMENTS										251,490					251,490
BARB COOK PLAYGROUND										163,510					163,510
CARRY OVER PROJECTS															-
WESTERN AVE SLIDE REPAIR			465,206												465,206
RIVERFRONT COMMONS CONSTRUCTION				749,473	-						500,000				1,249,473
6TH AND SCOTT STREET STREETScape										50,000	573,436				623,436
ELECTRIC ALLEY		80% GRANT, 20% BOND		155,743	-						780,155				935,898
MADISON - 8TH TO 11TH STREETScape		\$280k - Design (match \$56k), \$1.89M - C (match \$378k)									2,170,000			394,639	2,564,639
7TH STREET STREETScape - WASHINGTON TO GREENUP		\$280k - Design (match 56k), \$2.69M - C (match \$538k)									2,658,719			555,540	3,214,259
UNFUNDED PROJECTS															-
RIVERSIDE DRIVE STABILIZATION PHASE II #14	401,500	Design complete - need construction funds		148,431	-										148,431
GLENWAY/OAKLAND LEVEE SLIDE REPAIR #1	300,000	175k in Oakland/Levee slide repair above	-												-
CAROLINE UNDERPASS/CSX BRIDGE #2															-
PIENZA BRIDGE DEBRIS CLEARING #3	25,000														-
43RD STREET RECONSTRUCTION #4? IF WE GET GRANT	750,000														-
TRAFFIC SIGNALS - CONTROLLER UPGRADES #4B	200,000														-
DEVOU DRIVE PH II - STABILIZATION #6	1,500,000														-
RIDGECREST RECONSTRUCTION #7	750,000														-
JUAREZ RECONSTRUCTION #8	1,400,000														-
TANDO RECONSTRUCTION #9	800,000														-
6TH STREET SLIDE AT LICKING RIVER #10	400,000														-
ADA RAMP ASSESSMENT/REPLACEMENT #11	100,000														-
SIDEWALK SAFETY PROGRAM #12	500,000														-
BRICK STREET REPAIRS #13	100,000														-
TREE PLANTING - PUBLIC FACILITIES #15	20,000														-
FIRE CO 5 WORK OUT AREA RENOVATION	75,000														-
FIRE CO 1 RESTROOM SHOWER / RENOVATION	130,400														-
FIRE CO 1 OFFICE SPACE RENOVATION	297,000														-
COMMUNITY GATEWAYS - STRATEGIC PLAN	225,000														-
Totals	7,973,900														
TOTAL			837,606	1,740,651	1,353,647	500,000	8,500,000	5,217,555	450,000	594,769	1,926,981	7,574,794	550,000	1,237,500	33,581,692

Notes:

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The Municipal Road Aid does not include expected reduction from the Commonwealth

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Possible FEMA Grant